



REPLY TO  
ATTENTION OF:

**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, U. S. ARMY SERGEANTS MAJOR ACADEMY**  
**11291 SGT E. CHURCHILL STREET**  
**FORT BLISS, TEXAS 79918-8002**

ATSS-DCA

2 April 2004

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Memorandum of Transmittal--Program of Instruction (POI) for the Advanced Noncommissioned Officer Course (ANCOC) (Stand Alone Common Core) (Phase I)**

1. This memorandum implements the attached Program of Instruction (POI) for the Stand Alone Common Core Advanced Noncommissioned Officer Course (ANCOC), effective 1 October 2003. This POI supersedes the POI approved October 2001. TASS Training Institutions conducting the ANCOC Stand Alone Common Core (Phase I) will implement this POI upon receipt or no later than 1 October 2003. This is a TATS (The Army Training System) Course.

2. TASS Training Institutions conducting this course must follow the Mandatory Training Sequence reflected in the Course Management Plan (CMP).

3. The Army School System (TASS) NCOES Battalions are responsible for distribution to their respective Regional Training Institutes or training sites.

4. Please send comments or recommendations for changes on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to:

CMDT USASMA  
ATTN ATSS B/A  
BLDG 11291 BIGGS FLD  
FORT BLISS TX 79918-8002

5. Point of contact is SGM Bennett-Green, Chief, B/ANCOC, DSN: 978-8331, COMM: (915) 568-8331, e-mail: [agnes.bennett-green@bliss.army.mil](mailto:agnes.bennett-green@bliss.army.mil).

Encl

/ORINGAL SIGNED/  
JOHN K. KIRBY  
LTC, AD  
Commandant

ATSS-DCA

SUBJECT: Memorandum of Transmittal--Program of Instruction (POI) for the Advanced Noncommissioned Officer Course (ANCOC) (Stand Alone Common Core) (Phase I)

DISTRIBUTION:

CMDT,

USAADASCH, ATTN: ATSA-NCO-A, FT BLISS, TX 79916

ARMOR SCHOOL NCOA, ATTN: ATSB-NC (BLDG 2382), FT KNOX, KY 40121

ARMY BAND NCOA, USAESOM, ATTN: ATSG-SM-CMT, NORFOLK, VA 23521

ARMY MEDICAL DEPARTMENT NCOA, BLDG 4301, FT SAM HOUSTON, TX 78234

AVN CTR AND SCH NCOA, ATTN: ATZQ-NCA (BLDG 4301), FT RUCKER, AL 35362

MANSCEN NCOA, ATTN: ATZT-NCO, BLDG 3203, FT LEONARD WOOD, MO 65473

FIELD ARTILLERY SCHOOL NCOA, ATTN: ATZR-OP, FT SILL, OK 73503

INFANTRY SCHOOL NCOA, ATTN: ATZB-NC (BLDG 4), FT BENNING, GA 31905

INTELL CTR & SCHOOL NCOA, ATTN: ATZS-CLN, FT HUACHUCA, AZ 85613

JFKSWC AND SCHOOL NCOA, ATTN: AOJK-NCO, FT BRAGG, NC 28310

ORDNANCE CTR & SCH NCOA, ATTN: ATSL-ACD, ABERDEEN PROV GDS, MD 21005

ORD MISSILE & MUN CTR & SCH NCOA, ATTN: ATSK-N, REDSTONE ARSENAL, AL 35897

QUARTERMASTER CTR & SCH NCOA, ATTN: ATSM-SGA, FT LEE, VA 23801-1798

SIGNAL REGIMENTAL NCOA, ATTN: ATZH-NC, FT GORDON, GA 30915

SOLDIER SUPPORT INSTITUTE NCOA, ATTN: ATSG-NC, FT JACKSON, SC 29207

TRANSPORTATION/AVN LOG SCH NCOA, ATTN: ATZF-NOA-T, FT EUSTIS, VA 23604

REGION A USAR NCOA BN, BLDG 5518, FT DIX, NJ 08640-5000

REGION B NCOA BN, (166<sup>th</sup> RTI), BLDG 880, ANNVILLE, PA 17003-5002

3747TH USARF SCH (REGION B), ATTN: AEUR-FS-NCOES, UNIT 28130, APO AE 09114

REGION C NCOA BN, (218TH RTI), ROUTE 1, BOX 265, EASTOVER, SC 29004-9732

CARRIBEAN MFT REG, 201<sup>st</sup> RTI (REG C), P.O. BOX 1421, PONCE, PUERTO RICO 00795-1421

210TH REGIMENT (REGION C), 4031 LAGRANDE PRINCESS (CHRISTIANSTED), ST. CROIX, VIRGIN ISLANDS 00820

REGION D NCOA BN, (154TH RTI), 3503 JACKSON AVE., CAMP SHELBY, MS 39407-5500

REGION E USAR NCOA BN, 1446 SOUTH 11TH ST., FT MCCOY, WI 54656-5127

REGION F NCOA BN, 199TH LDR, 6030 MONROE HWY, BLDG 4101, CP COOK, LA 71405-0000

REGION F NCOA BN (-), 209TH RTI, 220 COUNTY RD. A, ASHLAND, NE 68503-1006

PROFESSIONAL EDU CTR BN (-), (REGION F), P.O. BOX 797, CP ROBINSON, AR 72115-0797

REGION G USAR NCOA BN, (205TH RTI), BLDG 3213, MS 72, FT LEWIS, WA 98433-9535

REGION G NCOA BN (-), 640TH RTI, RFD #1, CP WILLIAMS, RIVERTON, UT 84065-4999

ARTIC MFT REG, (207TH MTB), (REGION G), P.O. BOX 5800, FT RICHARDSON, AK 99505

4960TH MFT BDE, ATTN: APIX-Q, 1557 PASS ST, FT SHAFTER FLATS, HONOLULU, HI 96819

PACIFIC MFT REG (298TH MTB) (REGION G), P.O. BOX 1020, WAIMAMALO, HI 96795-1020

203RD RTI (REG G), 622 E. HARMON INDUSTRIAL PARK RD, FT JUAN MUNA TAMINING, GU 96911-4421

## **PROGRAM OF INSTRUCTION**

COURSE: 600-ANCOC VER: 1 DELIVERY GROUP: PHASE: I

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

PREPARATION DATE: 15/AUGUST/2003

MANAGEMENT CATEGORY:

TOTAL COMPUTED ACADEMIC HOURS: 74.0

FISCAL YEAR: 04 FISCAL YEAR QUARTER: 1st

STATUS: C

STATUS CHANGE DATE: 1/SEPTEMBER/2003

APPROVAL DATE: 1/SEPTEMBER/2003

APPROVAL AUTHORITY: JOHN K. KIRBY  
LTC, AD  
COMMANDANT

MACOM VALIDATION DATE:

MANPOWER VALIDATION DATE:

SUPERSESSION INFORMATION: SUPERSEDES ANCOC STAND ALONE COMMON CORE  
POI APPROVED 01/OCT/2001

FOREIGN DISCLOSURE: This course is releasable to foreign military students from all requesting  
foreign countries without restrictions.

## **TABLE OF CONTENTS**

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

<b>SECTION</b>	<b>TITLE</b>	<b>PAGE NO</b>
PREFACE PAGE	PREFACE PAGE	1
COURSE SUMMARY	COURSE SUMMARY	4
ANNEX A	LEADERSHIP SKILLS	5
ANNEX B	TRAINING SKILLS	8
ANNEX C	WARFIGHTER SKILLS	10
ANNEX D	EXAMINATIONS	12
ANNEX E	SKILL, KNOWLEDGE, AND TASKS SUMMARY	13
ANNEX F	EQUIPMENT SUMMARY	16
ANNEX G	TRAINING AIDS, DEVICES, AND SUBSTITUTE SUMMARY	17
ANNEX H	AMMUNITION SUMMARY	18
ANNEX I	FACILITIES SUMMARY	19

## **PREFACE PAGE**

COURSE: 600-ANCOC

VERSION: 1

PHASE: I

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

PREPARATION DATE: 15/AUGUST/2003

FISCAL YEAR: 2004

FISCAL YEAR QUARTER: 1<sup>ST</sup>

TRAINING LOCATIONS: TASS TRAINING INSTITUTIONS

SPECIALTY: NONE

SUPPORTING ITP: NONE

TATS-COURSE: Y

PURPOSE: To prepare Sergeants First Class (SFC) and selected promotable Staff Sergeants (SSG) to perform the duties and execute the responsibilities of senior noncommissioned officers; to teach the theory and principles of battle focused common core training, and the war-fighting skills required to lead a platoon-sized element in combat.

COURSE SCOPE: Trains SFCs and selected promotable SSGs in leadership skills, NCO duties, responsibilities and authority, and on how to conduct performance-oriented training. This course produces battle competent NCOs who are qualified platoon sergeants; section leaders; evaluators; counselors; conductors or participants in individual and collective training; and teachers of leader skills, knowledge, and attitudes. This course is non-MOS specific, taught in a Noncommissioned Officer Academy (NCOA) live-in environment or off-post, using small group instruction. Cadre personnel assess the students' leadership potential and evaluate their ability to apply lessons learned to effectively lead their classmates in a tactical environment. ANCOC provides an opportunity for education, to learn warfighting skills, and to gain experience.

COURSE PREREQUISITES: Active Army or Reserve Component enlisted soldiers who meet enlistment requirements and height/weight standards outlined in AR 600-9. Selected by PERSCOM (Active Army) or appropriate promotion authority for Reserve Component. Qualified in their MOS. Meet requirements outlined in AR 350-1, TRADOC Reg 350-10, and TRADOC Reg 350-18. Soldiers over 40 must complete required medical screening and receive final status prior to attending (physicals must be current within 5 years of attending school). Only SFCs and promotable SSGs will attend.

SPECIAL

INFORMATION: Commandants may not add local requirements to these prerequisites. Equipment listed in the Equipment Summary is the optimum needed to train the listed lessons. Commandants may substitute similar items of equipment, provided their use does not degrade the quality of training. NCOAs must submit an exception to policy to USASMA for any deviations that may alter the quality of training.

SECURITY CLEARANCE: UNCLASSIFIED

COURSE LENGTH WEEKS: 002 DAYS: 02 HOURS: 74.0

COMPUTED ICH: 74.0 ADJUSTED ICH: TMA ICH:

SMALL GROUP SIZES: MAXIMUM 16  
OPTIMUM 14  
MINIMUM 12

ACADEMIC HOURS:	COMPUTED	ADJUSTED
UNIQUE:	74.0	
SHARED:	0.0	
TOTAL:	74.0	

HOURS DEVELOPED BY OTHERS: 0.0

HOURS CONDUCTED BY OTHERS: 74.0

ATRRS COURSE TYPE CODE: 09 ENLISTED CAREER DEVELOPMENT  
ITRO CODE: Q QUOTA COURSE NON-ITRO

CONTRACT CODE: N NOT A CONTRACT COURSE

MACOM VALIDATION DATE:

MANPOWER VALIDATION DATE:

TRAINING START DATE: 01/OCT/2003

## TD PROPONENT:

DESIGN AND DEVELOPMENT: USASMA, FORT BLISS, TX

INSTRUCTOR PROVIDED SUPPORT: TASS TRAINING INSTITUTIONS

ARMY COURSE PROPONENT: USASMA, FORT BLISS, TX

TRAINING EVALUATION PROPONENT: USASMA, FORT BLISS, TX

COURSE  
REMARKS:

1. Class size represents the number of students in a class. A class may consist of one to several to many small groups. A small group consists of 12-16 students. NCOAs will adjust class size to their own training capacity.

2. Conduct this course in one of three different training modes:

- a. Active duty (AD)--two weeks and two days (12 consecutive training days).
- b. Annual training (AT)/Active Duty for Training (ADT)--12 consecutive days.
- c. Inactive Duty for Training (IDT)--one weekend per month for six consecutive months (six MUTA-4s).

3. The STAND ALONE Common Core (Phase I) is a prerequisite to attending proponent branch specific technical training (Phase II).

4. Proponent schools will develop and implement a field training exercise and/or situational based training exercise (FTX/STX) (minimum of 72 hours) to take place at the end of Phase II or the last phase. Each proponent will design this end-of-course FTX/STX to serve as a culminating event and to evaluate (GO/NO-GO) the soldier's leadership, survival, and MOS skills in an operational environment. Schools will include in the evaluations during their FTX/STX the student's ability to lead and perform those tasks specified in the Phase I Course Management Plan (CMP).

**NOTE:** See Course Management Plan for additional information.

5. In some cases USASMA assigned proponent task numbers to tasks where the assigned task proponent did not submit approved task numbers, however task titles remained the same.

6. This is a TATS (The Army Training System) Course.

**COURSE SUMMARY**

COURSE NO: 600-ANCOC PHASE: 1 VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

ACADEMIC TIME	PEACETIME	MOBILIZATION
ANNEX: A LEADERSHIP SKILLS (L)	32.0	0.0
ANNEX: B TRAINING SKILLS (T)	17.0	0.0
ANNEX: C WARFIGHTER SKILLS (W)	19.0	0.0
ANNEX: D EXAMINATIONS (E)	6.0	0.0
ANNEX: E SKILL, KNOWLEDGE, AND TASKS SUMMARY		
ANNEX: F EQUIPMENT SUMMARY		
ANNEX: G TRAINING AIDS, DEVICES, SIMULATORS, AND SIMULATIONS (TADSS) SUMMARY		
ANNEX: H AMMUNITION SUMMARY		
ANNEX: I FACILITIES SUMMARY		
TOTAL:	74.0	0.0
ADMINISTRATIVE TIME:		
IN-PROCESSING:	0.0	0.0
OUT-PROCESSING:	0.0	0.0
GRAND TOTAL:	74.0	0.0



## TRAINING ANNEXES

COURSE NO: 600-ANCOC

PHASE: 1

VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

### LEADERSHIP SKILLS: ANNEX A

**PURPOSE:** To familiarize Sergeants First Class and selected promotable staff sergeants with the latest leadership doctrine and concepts that will help them develop and improve their individual leadership skills to influence their soldiers to accomplish a mission. This annex will provide a platoon sergeant with the ability to solve subordinates' problems and determine how well, and in some cases whether or not, his/her subordinates complete their mission. Students must demonstrate their ability to lead a platoon IAW the leadership doctrine covered in the leadership annex. We will evaluate each students' performance based on a written examination and their ability to facilitate selected lessons as an SDL.

PEACETIME ACADEMIC HOURS: 32.0

MOBILIZATION ACADEMIC HOURS: 0.0

	ACADEMIC HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: L422 CLEARANCE: UNCLASSIFIED TITLE: DEVELOP SUBORDINATE LEADERS IN A PLATOON TLO: Provide assessments to develop a subordinate.	3.0	SG/PE	0.0	
PFN: L423 CLEARANCE: UNCLASSIFIED TITLE: MOTIVATE SUBORDINATES TO ACCOMPLISH UNIT MISSION TLO: Develop a motivation plan.	3.0	SG/PE	0.0	
PFN: L424 CLEARANCE: UNCLASSIFIED TITLE: : APPLY THE ETHICAL DECISION- MAKING METHOD AT SMALL UNIT LEVEL TLO: Resolve an ethical problem at the small unit level.	2.0	SG	0.0	

**LEADERSHIP SKILLS: ANNEX A, continued**

	ACADEMIC HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: L425 CLEARANCE: UNCLASSIFIED TITLE: DEVELOP A COHESIVE PLATOON-SIZED ORGANIZATION TLO: Prepare a plan to develop a cohesive Platoon-sized organization.	2.0	SG/PE	0.0	
PFN: L426 CLEARANCE: UNCLASSIFIED TITLE: COMMUNICATE EFFECTIVELY AS A LEADER TLO: Communicate effectively as a leader.	2.0	SG/PE	0.0	
PFN: L427 CLEARANCE: UNCLASSIFIED TITLE: ENFORCE THE EQUAL OPPORTUNITY PROGRAM TLO: Enforce the Army's Equal Opportunity (EO) and Sexual Harassment; Policies within a platoon.	2.0	SG	0.0	
PFN: L428 CLEARANCE: UNCLASSIFIED TITLE: COUNSELING SUBORDINATES TLO: Counsel subordinates.	5.0	SG/PE/TVT	0.0	
PFN: L429 CLEARANCE: UNCLASSIFIED TITLE: FINANCIAL MANAGEMENT TLO: Supervise subordinates in management of personal finances.	2.0	SG	0.0	

**LEADERSHIP SKILLS: ANNEX A, continued**

	ACADEMIC HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: L430 CLEARANCE: UNCLASSIFIED TITLE: THE ARMY WRITING STYLE TLO: Examine written correspondence to determine compliance with the Army writing style.	2.0	SG/PE	0.0	
PFN: L431 CLEARANCE: UNCLASSIFIED TITLE: BRIEF TO INFORM, PERSUADE, OR DIRECT TLO: Conduct a decision briefing.	5.0	SG/TE	0.0	
PFN: L432 CLEARANCE: UNCLASSIFIED TITLE: WRITE TO PERSUADE A DECISION MAKER TLO: Write a memorandum for decision.	2.0	SG/PE	0.0	
PFN: L433 CLEARANCE: UNCLASSIFIED TITLE: NCOER-SENIOR RATER QUALIFICATIONS/ RESPONSIBILITIES TLO: Prepare the senior rater's portion of an NCO-ER.	1.0	SG/PE	0.0	
PFN: L434 CLEARANCE: UNCLASSIFIED TITLE: THE ARMY'S HOMOSEXUAL POLICY TLO: Interpret the Army Homosexual Policy.	1.0	SG/PE	0.0	

COURSE NO: 600-ANCOC PHASE: 1 VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

### TRAINING SKILLS: ANNEX B

PURPOSE: To train platoon sergeants on the training management skills required to train personnel of their platoon. Students will address METL development, planning, execution, and assessment in the training management cycle. Related areas of training will include risk management, the total fitness program, stress management, search and seizure procedures, maintenance operations, deployment readiness activities, and suicide prevention. We will evaluate students' performance based on a written examination and their ability to facilitate selected lessons as an SDL.

PEACETIME ACADEMIC HOURS: 17.0  
MOBILIZATION ACADEMIC HOURS: 0.0

	ACADEMIC HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: T421 CLEARANCE: UNCLASSIFIED TITLE: RISK MANAGEMENT TLO: Verify the implementation of the risk management process at platoon level.	2.0	SG/PE	0.0	
PFN: T423 CLEARANCE: UNCLASSIFIED TITLE: TRAINING MANAGEMENT IN A PLATOON TLO: Determine training management requirements at the platoon level.	2.0	SG	0.0	
PFN: T424 CLEARANCE: UNCLASSIFIED TITLE: IMPLEMENT A TOTAL FITNESS PROGRAM IN A PLATOON TLO: Implement a total fitness program in a platoon.	2.0	SG	0.0	
PFN: T427 CLEARANCE: UNCLASSIFIED TITLE: STRESS MANAGEMENT TLO: Recognize how leader actions can control stress in a platoon.	2.0	SG	0.0	

# **TRAINING SKILLS: ANNEX B, continued**

	ACADEMIC HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: T428 CLEARANCE: UNCLASSIFIED TITLE: CONDUCT SEARCH AND SEIZURE TLO: Conduct search and seizure.	2.0	SG/PE	0.0	
PFN: T430 CLEARANCE: UNCLASSIFIED TITLE: CONDUCT MAINTENANCE OPERATIONS FOR A PLATOON TLO: Supervise platoon maintenance operations.	3.0	SG/PE	0.0	
PFN: T431 CLEARANCE: UNCLASSIFIED TITLE: COORDINATE PLATOON DEPLOYMENT READINESS ACTIVITIES. Identify procedures/measures to coordinate platoon deployment readiness activities.	2.0	SG	0.0	
PFN: T440 CLEARANCE: UNCLASSIFIED TITLE: SUICIDE PREVENTION TLO: Describe the intervention requirements of the Army's Suicide Prevention Program.	2.0	SG/TVT	0.0	

COURSE NO: 600-ANCOC

PHASE: 1

VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

## WARFIGHTER SKILLS: ANNEX C

PURPOSE: To train platoon sergeants on the skills necessary to conduct platoon-level operations, military operations other than war, and logistics operations. Students will address NBC operations and platoon tactical operations. Related areas of training will include consolidating and reorganizing a platoon while in the defense, cross-leveling personnel/equipment, decontamination procedures, coordinating with adjacent platoons, preparing an operation order incorporating all annexes and overlays, threat capabilities, and NBC. We will evaluate students' performance based on a written examination and their ability to facilitate selected lessons as an SDL.

PEACETIME ACADEMIC HOURS: 19.0

MOBILIZATION ACADEMIC HOURS: 0:0

PFN: W421

CLEARANCE: UNCLASSIFIED

TITLE: PREPARING A STANDING

OPERATING PROCEDURE

TLO: Prepare a Standing Operating Procedure  
(SOP).

ACADEMIC HOURS			
PEACETIME		MOBILIZATION	
HOURS	TYPE	HOURS	TYPE
2.0	SG/PE	0.0	

PFN: W422

CLEARANCE: UNCLASSIFIED

TITLE: PLANS, ORDERS, AND ANNEXES

TLO: Prepare combat orders.

8.0	SG/PE	0.0	
-----	-------	-----	--

PFN: W423

CLEARANCE: UNCLASSIFIED

TITLE: ESTABLISH ORGANIZATIONAL

FIELD SANITATION

TLO: Establish organizational field sanitation.

1.0	SG	0.0	
-----	----	-----	--

# **WARFIGHTER SKILLS: ANNEX C, continued**

	ACADEMIC HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: W424 CLEARANCE: UNCLASSIFIED TITLE: PLATOON OPERATIONS IN AN NBC ENVIRONMENT TLO: Implement procedures for a platoon to operate in a Nuclear, Biological, and Chemical (NBC) environment.	2.0	SG	0.0	
PFN: W425 CLEARANCE: UNCLASSIFIED TITLE: PLATOON TACTICAL OPERATIONS TLO: Supervise platoon tactical operations.	5.0	SG	0.0	
PFN: W430 CLEARANCE: UNCLASSIFIED TITLE: JOINT OPERATIONS TLO: Identify the organizational structure used to maintain a force capable of joint operations.	1.0	SG	0.0	

COURSE NO: 600-ANCOC

PHASE: 1

VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

### EXAMINATIONS: ANNEX D

PURPOSE: To evaluate the students' learning using written examinations and performance evaluations. This will ensure students are qualified to perform tasks trained and meet graduation requirements. These test instruments provide an opportunity for the students to demonstrate their competence and knowledge as senior noncommissioned officers. They also provide valuable unbiased input for the SGL to use in preparing the Academic Evaluation Report (AER).

PEACETIME ACADEMIC HOURS: 6.0

MOBILIZATION ACADEMIC HOURS: 0.0

	ACADEMIC HOURS			
	EXAMINATION HOURS			
	PEACETIME HOURS	TYPE	MOBILIZATION HOURS	TYPE
PFN: E401 CLEARANCE: UNCLASSIFIED TITLE: ARMY PHYSICAL FITNESS TEST TLO: Pass the physical fitness test. This is a graduation requirement.	0.0	TE	0.0	
PFN: E402 CLEARANCE: UNCLASSIFIED TITLE: PLANS, ORDERS, AND ANNEXES EXAM TLO: On a 50 question written examination the student must correctly answer 35 questions or more to receive a passing score of 70 percent. This is a graduation requirement.	3.0	TE	0.0	
PFN: E403 CLEARANCE: UNCLASSIFIED TITLE: WRITTEN EXAMINATION TLO: On a 50 question written examination, the student must correctly answer 35 questions or more to receive a passing score of 70 percent. This is a graduation requirement. Examination questions test the following PFNs: L422, L423, L424, L425, L426, L427, L428, L429, L430, L431, L432, L433, L434, T421, T423, T424, T427, T428, T430, T431, T440, W421, W422, W423, W424, W425 and W430.	3.0	TE	0.0	



COURSE NO: 600-ANCOC

PHASE: 1

VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)**SKILL, KNOWLEDGE, AND TASKS SUMMARY: ANNEX E****TASKS SUMMARY**

<b><u>TASK#</u></b>	<b><u>TITLE</u></b>	<b><u>PFN #</u></b>	<b><u>CRITICAL TASK</u></b>
158-100-1180	DEVELOP SUBORDINATE LEADERS IN A SQUAD	L428	Y
158-100-1271	DEVELOP SUBORDINATE LEADERS IN A PLATOON	L422 L428	Y
158-100-1260	COUNSEL SUBORDINATES	L422 L423 L428	Y
158-100-1250	MOTIVATE SUBORDINATES TO ACCOMPLISH UNIT MISSIONS	L423 L425	Y
158-100-1150	MOTIVATE SUBORDINATES TO IMPROVE PERFORMANCE	L423 L425	Y
158-100-1230	APPLY THE ETHICAL DECISION-MAKING METHOD AT SMALL UNIT LEVEL	L424	Y
158-100-1135	APPLY LEADERSHIP FUNDAMENTALS TO CREATE A CLIMATE THAT FOSTERS ETHICAL BEHAVIOR	L424	Y
158-100-1272	DEVELOP A COHESIVE PLATOON-SIZED ORGANIZATION	L425	Y
158-100-1240	COMMUNICATE EFFECTIVELY AS A LEADER	L426	Y
158-100-1140	COMMUNICATE EFFECTIVELY IN A GIVEN SITUATION	L426 L428	Y Y
158-300-0010	WRITE IN THE ARMY STYLE	L426 L430 L431 L432 W421	Y Y Y Y Y
158-300-0020	CONDUCT A MILITARY INFORMATION BRIEFING	L426 L430 L431	Y Y Y
	ENFORCE COMPLIANCE WITH THE ARMY'S EQUAL		

121-050-8010	OPPORTUNITY AND SEXUAL HARASSMENT POLICIES AND PROGRAM	L427	Y
158-100-1361	DEVELOP A UNIT COUNSELING PROGRAM	L428	Y
158-100-1373	DEVELOP SUBORDINATE LEADERS IN A COMPANY	L428	Y
121-008-1496	SUPERVISE THE IMPLEMENTATION OF FINANCIAL READINESS ACTIONS	L429	Y
158-300-0050	WRITE TO PERSUADE A DECISION MAKER TO CHOOSE A COURSE OF ACTION	L430 L431 L432	Y Y Y

**TASKS SUMMARY, ANNEX E, continue:**

<b><u>TASK#</u></b>	<b><u>TITLE</u></b>	<b><u>PFN #</u></b>	<b><u>CRITICAL TASK</u></b>
158-300-0030	BRIEF TO INFORM, PERSUADE OR DIRECT	L430 L431 L432	Y Y Y
158-300-0040	WRITE TO INFORM OR DIRECT	L430 L431 W421	Y Y Y
805C-PAD-3147	PREPARE THE SENIOR RATER'S PORTION OF A NCO-ER	L433	Y
181-301-0001	IDENTIFY THE LEGAL IMPLICATIONS OF HOMOSEXUAL CONDUCT POLICY	L434	Y
154-385-6465	EMPLOY RISK MANAGEMENT PROCESS DURING PLANNING	T421 T430	Y Y
154-385-6263	CONDUCT A RISK ASSESSMENT	T421	Y
152-020-0005	TRAIN A SUBORDINATE TO PERFORM AN INDIVIDUAL TASK	T422	Y
03-0001.00-0027	IMPLEMENT A TOTAL FITNESS PROGRAM IN A PLATOON	T424	Y
158-100-1285	IMPLEMENT MEASURES TO REDUCE OPERATIONAL STRESS	T427	Y
181-101-4001	CONDUCT A SEARCH/SEIZURE	T428	Y
091-257-0002	CONDUCT PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS)	T430	Y
091-357-0001	SUPERVISE PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS)	T430	Y
051-250-1001	COMPLY WITH HOST NATION, FEDERAL, STATE, AND LOCAL ENVIRONMENTAL/PROTECTION LAWS AND REGULATIONS	T430	Y
400-A22-4018	SUPPORT UNIT READINESS THROUGH FAMILY SUPPORT ACTIVITIES	T431	Y
400-A22-4019	ASSIST FAMILY MEMBERS OF UNIT SOLDIERS DURING EMERGENCIES	T431	Y
081-831-9018	IMPLEMENT SUICIDE MEASURES	T440	Y
081-831-9028	IMPLEMENT A SUICIDE PREVENTION PROGRAM	T440	Y
400-A22-4027	PREPARE A STANDING OPERATION PROCEDURE (SOP)	W421	Y
071-326-5502	ISSUE A FRAGMENTARY ORDER	W422	Y
071-326-5503	ISSUE A WARNING ORDER	W422	Y
071-900-0001	PREPARE AN OPERATIONS PLAN	W422	Y

**TASKS SUMMARY, ANNEX E, continue:**

<b><u>TASK#</u></b>	<b><u>TITLE</u></b>	<b><u>PFN #</u></b>	<b><u>CRITICAL TASK</u></b>
071-900-0003	PREPARE A BATTALION OPERATIONS ORDER	W422	Y
081-031-1047	SUPERVISE THE IMPLEMENTATION OF PREVENTIVE MEDICINE POLICIES	W423	Y
031-510-4001	CONDUCT OPERATIONS IN AN NBC ENVIRONMENT	W424	Y
031-503-1018	REACT TO A NUCLEAR HAZARD OR ATTACK	W424	Y
031-503-1019	REACT TO A CHEMICAL OR BIOLOGICAL HAZARD/ATTACK	W424	Y
031-503-1021	MARK NBC CONTAMINATED AREA	W424	Y
031-503-1022	DECONTAMINATE EQUIPMENT USING M13 DECONTAMINATING APPARATUS, PORTABLE	W424	Y
031-503-2001	IDENTIFY CHEMICAL AGENTS USING M256 SERIES CHEMICAL AGENT DETECTOR KITS	W424	Y
031-503-4002	SUPERVISE UNIT PREPARATION FOR NBC ATTACK	W424	Y
031-506-2061	CONDUCT A MASK FIT TEST	W424	Y
031-503-1015	PROTECT YOURSELF FROM NBC INJURY/CONTAMINATION WITH MISSION-ORIENTED PROTECTIVE POSTURE (MOPP)	W424	Y
071-326-3013	CONDUCT A TACTICAL ROAD MARCH	W425	Y
071-326-5775	COORDINATE WITH AN ADJACENT PLATOON	W425	Y
071-326-5805	CONDUCT A ROUTE RECONNAISSANCE MISSION	W425	Y
071-430-0006	CONDUCT A DEFENSE BY A PLATOON	W425	Y
071-430-0007	CONSOLIDATE A PLATOON FOLLOWING ENEMY CONTACT WHILE IN THE DEFENSE	W425	Y
071-430-0008	REORGANIZE A PLATOON FOLLOWING ENEMY CONTACT WHILE IN THE DEFENSE	W425	Y
191-379-4450	SUPERVISE HANDLING OF ENEMY PERSONNEL AND EQUIPMENT AT UNIT LEVEL	W425	Y
551-721-4326	PERFORM DUTIES AS CONVOY COMMANDER	W425	Y
158-250-1000	IDENTIFY JOINT FORCE STRUCTURES, CAPABILITIES, AND OPERATIONS	W430	Y

COURSE NO: 600-ANCOC

PHASE: 1

VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

### EQUIPMENT SUMMARY: ANNEX F

LIN/NSN NOMENCLATURE	PFN NO.	QTY REQ	AVG RATIO EQUIP TO STU	C R I	OPTEMPO HRS/MIL
PROJECTION SYSTEM W/SOUND REMARKS: May substitute like item.		1	1:12-16	Y	
SCREEN, PROJECTION SYSTEM REMARKS: May substitute like item.		1	1:12-16	Y	
CHALKBOARD/DRY ERASE BOARD REMARKS: May substitute like item. 7520-01-424-4867		1	1:12-16	Y	
EASEL (STAND-ALONE) W/PAPER 7530-00-619-8880		1	1:12-16	Y	
PAD, EASEL		1	1:12-16	Y	
TELEVISION, COLOR		1	1:12-16	Y	
VIDEO CASSETTE RECORDER	L428 T440	1	1:12-16	Y	
COMPUTER W/MONITOR AND PRINTING CAPABILITIES REMARKS: May substitute like item.		1	1:12-16	Y	

COURSE NO: 600-ANCOC PHASE: 1 VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

## TRAINING AIDS, DEVICES AND SUBSTITUE SUMMARY: ANNEX G

### TRAINING AIDS, DEVICES AND SIMULATORS

SUBSTITUTE NOMENCLATURE LIN/NSN/DEV NO.:	PFN NO.	QTY REQ FOR SINGLE ITERATION
--	---------	------------------------------------

NOMENCLATURE:  
EQUIPMENT REPLACED LIN/NSN/DEV NO.: N/A  
REMARKS:

NONE REQUIRED

COURSE NO: 600-ANCOC PHASE: 1 VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

### AMMUNITION SUMMARY: ANNEX H

#### LIVE AMMUNITION:

DODIC	NOMENCLATURE	PFN NO.	PER STUDENT	INSTR/ DEMO OTHER
-------	--------------	---------	----------------	-------------------------

NONE REQUIRED

#### DUMMY OR INERT AMMUNITION:

DODIC	NOMENCLATURE	PFN NO.	PER STUDENT	INSTR/ DEMO OTHER
-------	--------------	---------	----------------	-------------------------

NONE REQUIRED

COURSE NO: 600-ANCOC PHASE: 1 VER: 1

COURSE TITLE: ADVANCED NONCOMMISSIONED OFFICER COURSE  
(STAND ALONE COMMON CORE)

**FACILITIES SUMMARY: ANNEX I**

CATEGORY CODE	NOMENCLATURE	UNIT OF MEASURE CODE	FACILITY HOURS
	CLASSROOM - ADEQUATE TO PROMOTE LEARNING AND LARGE ENOUGH TO FACILITATE SMALL GROUP INSTRUCTION W/ SEATING ARRANGED IN A HORSESHOE CONFIGURATION TO ACCOMMODATE 16 STUDENTS AND A SMALL GROUP LEADER.	EA	68
	ASSEMBLY HALL/ROOM – LARGE ENOUGH TO ACCOMMODATE SEATING THE ENTIRE CLASS FOR CLASS ORIENTATIONS AND CEREMONY	EA	6